

GARDNER CONTRIBUTORY RETIREMENT SYSTEM

CITY HALL ROOM 17

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NOTICE OF CONTRIBUTORY RETIREMENT BOARD MEETING

Pursuant to Chapter 39, Section 23B General Laws of the Commonwealth of Massachusetts, notice is hereby given of the following meeting:

DATE: December 28, 2016

TIME: 10:00 A.M.

PLACE: Mayor's Conference Room – Room #128, 1st Floor, City Hall

AGENDA

- Meeting minutes of November 28, 2016
- Sign permanent record of October 27, 2016, regular meeting
- Trial Balance for October 31, 2016
- City Treasurer's Bank Reconciliation for October 2016
- Accounts Payable & Payroll Warrants #12/16
- Investment Review
- Correspondence
- Old Business:
 - January 1, 2016 Actuarial Valuation - Update
 - Independent CPA Audit of Financial Statements at 12/31/2016 - Update
 - Correspondence from Legal Counsel RE: Lawrence Casavant – For Board Discussion & Decision on How to Proceed
 - Terry Roy v. Contributory Retirement Appeal Board and Gardner Retirement Board, Suffolk Superior Court, Civil Action No. 15-2832 Superior Court Decision Rendered
 - Retirement Board Administrator Position – Review Draft of Updated Job Posting that includes Required Qualifications and Desired Education & Experience for Possible Revision(s); Review proposed Ad to be Published in Local Newspaper(s); Discuss Timetable and How to Proceed
- New Business:
 - Retirement Board Election Timetable and Appointment of Election Officer For Board Discussion & Planning
 - Election of Board Chairperson at January 2017 Meeting for One Year Term; February 1, 2017 through January 31, 2018
 - Approve retirement(s); Acknowledge deceased member(s)


Denise Merriam, Board Chairperson